



## WELCOME TO THE ACLU! Thank you for joining us!

Thank you for choosing to volunteer with the ACLU of Minnesota and the ACLU of Minnesota Foundation (together, "ACLU-MN"). Your volunteer support helps to affirm that, in these perilous times, the ACLU-MN is working hard to continue to protect the rights guaranteed by the U.S. and Minnesota Constitutions.

Here in Minnesota, we are working hard to advance policing and criminal justice reform, voting rights, and immigrant rights. Our lawyers are fighting in court to protect the rights of the most vulnerable members of our community, including racial and ethnic minorities and the LGBTQ+ community. We are working hard to reduce incarceration by 50%, to advance immigrant rights in rural areas in southern Minnesota, and to protect freedom of speech.

Throughout the U.S., the ACLU's 1.85 million card-carrying members, 2,000 volunteer lawyers, and 1,730 paid staff (including 500 lawyers) are at the forefront of the fight for civil liberties. With offices in New York and Washington, as well as affiliates in every state, we are uniquely prepared to fight for your rights.

As an ACLU-MN Volunteer, you are a critical part of our organization. The ACLU-MN relies on our volunteers to help fulfill our mission of protecting and defending our civil liberties and work across all of our departments. The work you do is vital to being able to serve the thousands of people who contact us every year. **WE ARE SO GLAD YOU ARE HERE!**

Your work here involves a great deal of responsibility and your efforts are greatly appreciated, you will have an opportunity to learn about interesting areas of civil liberties, take initiative. In whatever capacity you contribute to the programs and services offered by the ACLU, we want you to find your time here to be productive, engaging and rewarding.

Thank you again, not only from the staff at the ACLU-MN but also on behalf of the many people you will help during your time with us.

We look forward to working with you!



## WHO WE ARE

### WHAT IS THE ACLU?

The American Civil Liberties Union (ACLU) is a nationwide nonprofit organization. The ACLU was founded in 1920 by Roger Baldwin, Crystal Eastman and other people who believed that the Bill of Rights was only a piece of paper unless there was a citizen watchdog group that worked to enforce it.

**CORPORATE STRUCTURE** - The ACLU consists of two related corporations.

- **UNION** The ACLU (Union) is a non-profit, nonpartisan membership organization that engages in lobbying activities to promote civil liberties. Contributions to the ACLU (Union) are funded primarily by membership dues that are not tax-deductible.
- **FOUNDATION** The ACLU Foundation funds litigation and educational activities for ACLU. The ACLU Foundation is funded primarily by tax-deductible gifts from ACLU members. The ACLU of Minnesota has a similar structure.
- **OPERATING STRUCTURE** The ACLU has national offices and affiliates in every state, plus the District of Columbia and Puerto Rico
- **NATIONAL** The National ACLU headquarters are located in New York City, with offices in Washington D.C. and San Francisco. Together, they handle the day-to-day operations of the national organization. For more information on the work of the ACLU, its national projects and opportunities for taking action, visit the web site at [www.aclu.org](http://www.aclu.org).
- **AFFILIATES** The national ACLU has affiliates all over the country. An affiliate is required to follow the structural and organizational rules of the national ACLU. It has the authority to handle all civil liberties matters within its jurisdiction. This includes initiating litigation, supporting or opposing the legislation, issuing statements and public education.



## WHAT IS THE ACLU'S MISSION

The ACLU is a non-partisan organization dedicated to preserving, strengthening and defending the principles guaranteed to individuals in our Constitution's Bill of Rights:

- Freedom of speech and expression
- Religious freedom
- Separation of church and state
- Due process
- Equal protection under the law
- Right to privacy
- Freedom from unreasonable searches and seizures
- Right to the assistance of counsel

**WHAT DOES THE ACLU DO?** Many people are surprised to discover that we are not a general legal aid organization and do not undertake to provide counsel to all, or even most, of the persons who seek our help. The ACLU works toward fulfilling its mission of preserving and defending the Bill of Rights in the following ways:

- **LITIGATION** → The ACLU handles impact litigation, filing lawsuits in federal and state courts in cases raising civil liberties/civil rights issues and in constitutional test cases with a potential impact on large numbers of people. The ACLU's usual involvement is at the appellate level where issues of law remain rather than at the trial level where disputed facts must be resolved. To accomplish this, the ACLU-MN relies on the volunteer efforts of many cooperating attorneys.
- **LEGISLATION** → The ACLU mobilizes citizens to support pro-civil liberties laws -- and oppose anti-civil liberties bills -- in the state and federal legislatures and in local governments. In addition to mobilizing citizens, we also educate lawmakers about the impact on civil liberties of potential legislation. The ACLU is a nonpartisan organization and, therefore, does not endorse political candidates. We do, however, take positions on ballot measures that may affect civil liberties.
- **PUBLIC EDUCATION** → We provide information to the public about civil rights and what the ACLU is doing to promote them.
- **MEMBERSHIP** → Members are the strength of our organization. Increasing membership increases our financial strength and our lobbying ability. It also reflects an increased number of people who understand civil liberties issues. Membership recruitment is conducted at all levels of the organization.



Minnesota

## Volunteer

### Acknowledgment and Confidentiality Agreement

ACLU of Minnesota and ACLU of Minnesota Foundation

As a Volunteer with the ACLU of Minnesota and the ACLU of Minnesota Foundation (together, "ACLU-MN"), I hereby acknowledge that my activities are in support of the ACLU-MN and that I am not an employee of the ACLU-MN, and I am not entitled to receive salary, benefits or other compensation from the ACLU-MN. I further acknowledge that I am not eligible for workers' compensation benefits because of my ACLU-MN activities.

I understand that the ACLU-MN often deals with confidential information, including legal information, donor and membership information, and financial information.

Confidential information includes, **but is not limited to**: (1) Information about clients or people seeking our legal help. (2) Internal information about ongoing and contemplated cases; information subject to attorney-client privilege; attorney work product. (3) Information about our donors or members. (4) Internal information about organization finances, public relations or lobbying strategy, staff conversations, or other internal operations (e.g. security systems, I.T. network configuration) that are not public knowledge.

I understand that I am likely to learn such confidential information during and because of my ACLU-MN activities. I understand that the disclosure of such information outside the ACLU-MN may harm the ACLU-MN, its clients, its members, and/or its stakeholders. Even disclosure to family or friends may cause harm to the ACLU-MN.

Accordingly, and as a condition of the ACLU-MN's willingness to allow me to support it as-as a Volunteer, I agree that I will not disclose outside the ACLU-MN any confidential information that I learn or receive while at the ACLU-MN. I agree that if I am not sure whether a matter is confidential or is public, I will treat it as confidential unless informed otherwise by an ACLU-MN staff member.

I further understand that my support for the ACLU-MN as a Volunteer may be terminated at any time for any reason and that the ACLU-MN may take other corrective action, including legal action, against me should I improperly disclose confidential information outside the ACLU-MN. For law students, the ACLU-MN may report unethical behavior including improperly disclosing confidential information which could jeopardize future admission to practice law.

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Witnessed by: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_